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*Nineteenth Annual*

**Federal Engineer  
of the  
Year Award**

*Sponsored by  
Professional Engineers in Government  
a practice division of the  
National Society of Professional Engineers  
1420 King Street, Alexandria, VA 22314  
703/684-2885 publication number 3046*



## Eligibility

All federal agencies employing at least 50 engineers worldwide are eligible to compete. Individual agency nominees must be presently engaged in the practice of engineering as an employee of the federal government in either managerial or technical positions. Only licensed professional engineers (P.E. or E.I.T.) are eligible for nomination for the Top Ten Finalists, and therefore Federal Engineer of the Year. However, non-licensed engineers are eligible to participate in the awards ceremony if they are chosen as Engineer of the Year within their agencies. Engineers who will have retired within 12 months of the awards ceremony are eligible for nomination.

## Nomination Process

All nominations must be typed and submitted on the official form and **must be accompanied by six copies.**

Nominations must be submitted to NSPE by November 13, 1997.

Cabinet-level departments with major subordinate commands or agencies may submit one overall nomination or subordinate agencies may submit nominations individually provided they qualify under the prescribed eligibility. If subordinate agencies compete individually, **all nominations must be processed through the appropriate incentive awards office** of the major cabinet-level department and the major department may not enter a separate nomination for the department. However, agencies and commands may also submit a military and a civilian nominee. If the department wishes to enter a single nominee from among the candidates from subordinate agencies, the department is responsible for the selection of its departmental nominee.

## Selection Process

The Federal Engineer of the Year will be selected by a panel of judges established by the NSPE Professional Engineers in Government, using the following criteria:

Education	10 points
Continuing education	10 points
Professional and/or Technical	
Society Activities	10 points
NSPE Membership	5 Points
Awards or Honors	10 points
Civic and Humanitarian Activities	15 points
Engineering Achievements	<u>40 points</u>
Total	100 points

The judges will first select ten finalists or the "Top Ten." The Federal Engineer of the Year will be selected from that group.

## Winner Recognition

An awards ceremony will be held during National Engineers' Week at a luncheon in February. Location and date to be determined.

Each agency has the opportunity to purchase a plaque naming its recipient as the "Engineer of the Year" for that agency. The "Top Ten" finalists will receive special recognition, and the Federal Engineer of the Year will be presented with a gold medallion. Each agency is responsible for purchasing and presenting the agency recipient plaque.

## Agency Responsibilities

Agencies are required to designate a point-of-contact (POC) through which the program will be coordinated with NSPE. Agency POCs are responsible for the following:

1. Publicizing the program throughout the agency and encouraging participation by all branches and field offices;
2. Completing the nomination form and sending it with six copies to NSPE. Each form must be filled out completely, indicating on each page, as well as all attachment pages, the agency name. ***The nominee's name and gender must not be mentioned on any supporting materials;***
3. For those candidates chosen for the "Top Ten," preparing a non-technical statement of 100 words or less and providing a 5"x7" photograph of the recipient suitable for publication by January 8;
4. Coordinating agency attendance and ticket purchases for the awards ceremony, as substantial representation from participating agencies is essential to the success of the program. (Ticket prices will be determined in December);
5. Coordinating with NSPE for presenter attendance and plaque presentation at the ceremony; and
6. Publicizing individual agency nominee as agency winner.

Agencies are responsible for transportation and housing, enabling nominees to attend the awards ceremony.

## Key Dates

Nominations due to NSPE	November 13, 1997
"Top Ten" materials due to NSPE	January 9, 1998
Guest lists submitted and tickets purchased by	February 14, 1998
Awards luncheon	To be determined

Name of Department/Command
Name of Agency/Installation

*Please type*

### Candidate Information

Job title: \_\_\_\_\_

Name of work location: \_\_\_\_\_

Number of engineers employed by *entire* agency/command: \_\_\_\_\_ At this location: \_\_\_\_\_

### Registration

Classification: \_\_\_\_\_ State: \_\_\_\_\_ Registration number: \_\_\_\_\_

### Educational and Collegiate Achievements

a) Academic degrees: *(State date, major, institutions, and identify engineering degrees accredited by ECPD or ABET.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b) Honor societies: *(State society and office(s) held.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Continuing Education During the Last Three Years (1994-97)

a) College credit courses, excluding degrees mentioned above: *(State course and date.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

b) Short courses and seminars: *(State course and date.)*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c) Papers published: *(State article, journal and date.)*

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Name of Department/Command
Name of Agency/Installation

## Engineering Achievements

Submit a nontechnical statement of 200 words or less (please submit a separate sheet double-spaced) supporting the candidate's nomination. Facts presented should include engineering achievements in design,

research, development, or management during the last three years. Please define all acronyms and technical terms. To insure anonymity in the judging process, please do not mention candidate's name in the statement.

## Professional/Technical Society Activities

a) Membership in:

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b) Offices held and/or committee assignments: *(State office or committee, responsibility, dates)*

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## Awards and Honors

*(State title and date)*

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## Civic and Humanitarian Activities

List name of organization, offices held and a brief summary of activities:

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